Purchase Card Program Metrics

Karen Croft

Purpose

The purpose of this discussion is to provide a general overview of the available sources of metrics.

Purchase Card Program Metrics

- CitiDirect

  Citibank Custom Reporting System
- DON eBusiness website

  PC Metrics/Purchase Card Graphs
- GSA website

  Charge Card Performance Summary

  (GSA SmartPay Purchase Card Statistics)
- Report Card/Health Report

CitiDirect

Due to circumstances beyond our control, the implementation of CCRS has prompted this discussion to be deferred to a later date!

Please remember to call the Citibank helpdesk at 1-800-790-7206 to report all discrepancies and have a trouble ticket number assigned.

eBusiness website

A major update to our portal will be implemented March 17, 2004.

Current site – PC Metrics under the navigation menu

New site – PC Graphs under the Metrics tab

Home | Consulting/Research | Pilot Projects | Card Management | *Creating the Future Today!*

Navigation

Purchase Card Metrics

Up One Level

What's New

eBusiness Annual APC Conference to be held March 1-4, 2004 in Atlanta, GA

Updated 12FEB04

Purchase Card Video Teletraining (VTT) Announcement

***

Citibank Custom Reporting System Ad Hoc Reporting User's Guide

Updated 05NOV03 - Additional CCRS documentation available under Citibank Forms & Info link

Credit Card Fraud and E-mail Spoofs

Important Information You Should Know

DON Purchase Card End of Cycle Report - Feb04

***

PCPN# FY04-17 1099 Reminder

***

Have a question about the

Effective 28 January 2002, Navy Purchase Card program management responsibilities were transferred from the Naval Supply Systems Command (NAVSUP) 02 to the Department of the Navy (DON) eBusiness Operations Office.

Overview

The main goal of the Purchase Card Program is to provide an automated card management, reconciliation, and payment tool, and to streamline purchase and payment systems for the DON. The program began with Executive Order 12352, Procurement Reform, issued in 1982. After several interim programs, the DON issued a tailored Task Order, DON-9700-003, to Citibank on July 6, 1998 to provide these purchase card services. The task order was awarded to Citibank to provide worldwide services for the DON Purchase Card Program.

Additional Purchase Card Program Information:

EBUSOPSOFFINST 4200.1A

Financial Management Regulation (FMR)

Program Guidance/Memos

Naval Messages

Purchase Card Periodic Notices

Related Links

Electronic Certification and NWCF Information

Hierarchy Level 3 (HL3) Teleconference Minutes

Citibank Forms and Information

LOA Rollover Guidance

Fleet Tracking Sheets

Standard Accounting and Reporting System Report (STARS-HCM)

Statistical Sampling Tables

Mandatory Sources of Supply

Conference Information

Training Information

Purchase GSA Blueprint

Purchase Card Process Flow

Contact: purchase_card@navsup.navy.mil

Quick Links

- Site Help
- Purchase Card Training
- Submit a Suggestion for Enhancements to CitiBank
- Travel Card Training
- Submit a Pilot Project
- Login to CAC Application
- Press Room
- FAQs
- Contact Us
- Ask An Expert

Quick Search

Go

Advanced Search

Navigation

Up One Level

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***

PCPN# FY04-17 1099 Reminder
***

Have a question about the Purchase Card program?

The following DON Purchase Card metrics provide visibility into the management of our Purchase Card program.

Purchase Card DON Program Metrics

DON Purchase Card Total Dollar Volume
Major Claimant - Purchase Card Total Dollar Volume (Previous Month)

DON Purchase Card Transactions
Major Claimant - Purchase Card Transactions (Previous Month)

DON Purchase Card Accounts
Major Claimant - Purchase Card Accounts (Previous Month)

DON Purchase Card Average Credit Limit vs Average Spending per Active Card

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Quick Search

Go

Advanced Search

Connections > Workbooks > grapha2_major_claimant_purchase_card_total_dollar_volume - Sheet 1

grapha2_major_claimant_purchase_card_total_dollar_volume - *Sheet 1*

Query Progress (00:00:00)

- ✓ Predicting Run Time (00:00:19)
- Running Query
- Fetching Data
- Sorting Data
- Building Sheet
- Complete

If this page doesn't update automatically, click here.

Cancel this query.

Discoverer Viewer - version 9.0.2.54.01

Oracle Technology Network

Chart

Hide Chart

Major Claimant - Purchase Card Dollar Volume (Previous Month)

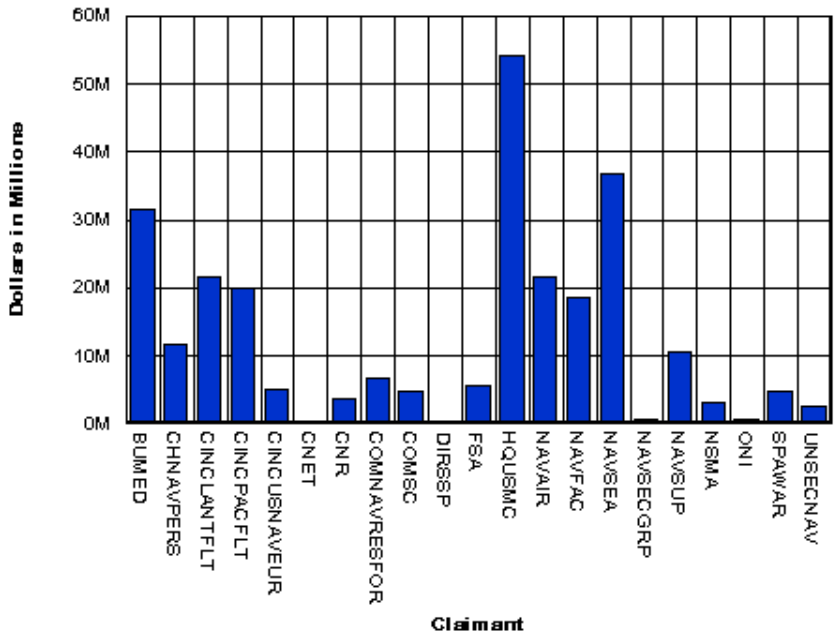
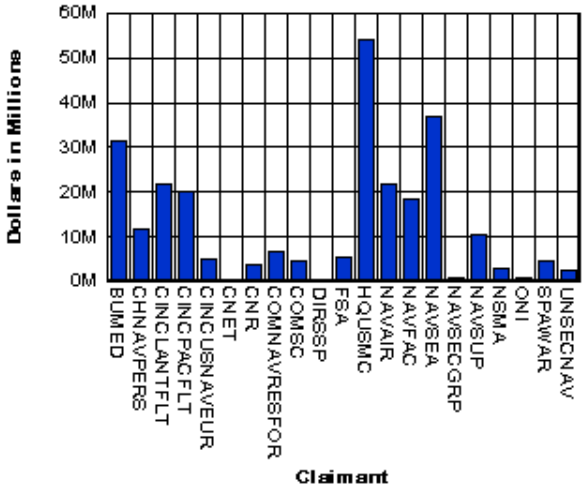


Chart Size 700 Resize Scale To Fit Default Size

Printable Page

Major Claimant - Purchase Card Dollar Volume (Previous Month)



Shortname	Totaladollar SUM
BUMED	$31,657,735
CHNAVPERS	$11,610,026
CINCLANTFLT	$21,679,463
CINCPACFLT	$20,064,544
CINCUSNAVEUR	$4,926,020
CNET	$453,293
CNR	$3,738,844
COMNAVRESFOR	$6,641,634
COMSC	$4,733,034
DIRSSP	$283,054
FSA	$5,483,054
HQUSMC	$54,233,414
NAVAIR	$21,613,319
NAVFAC	$18,509,971
NAVSEA	$36,868,337
NAVSECGRP	$706,963
NAVSUP	$10,580,033
NSMA	$2,988,908

Site Search Go

HOME
- About Us
- Press Room

CARD MANAGEMENT
- Common Access Card Program
- Fleet Card Program
- Purchase Card Program
- Travel Card Program

PILOT PROJECTS
- What's a Pilot Project
- Pilot Summaries
- Submit a Pilot Project

RESOURCES
- Clearinghouse
- Research Library
- News Service

HELP
- Contact Us
- FAQs
- Site Map
- Feedback

Quick Links
- Purchase Card Training
- Travel Card Training
- Submit a Pilot Project

What's New

DON eBusiness Operations Office-Sponsored Pilot a Grand Prize Winner
14 JAN 04

PACOM Biometric Physical Access Control Opportunity Analysis
16 DEC 03

Welcome to the DON *e*Business Operations Office Website!

We help solve Department of Navy (DON) business problems by investing in pilot projects. Our pilots demonstrate business process imporvements by employing enabling technologies and applying best commercial business practices. We centralize DON card program management providing consitent oversight and guidance for improved customer-centric operations.

Card Managment

Learn about the Common Access Card Program
- View the Issuance Plan
- See the Issuance Metrics
- Find Smart Card/CAC Technology Information

View program guidance on topics such as Audits, Bank Guidance, Metrics, Policies and Training.
- Fleet Card Program
- Purchase Card Program
- Travel Card Program

Pilot Projects & eBusiness Resources

Access Pilot Project management and funding information and eBusiness resources, including news and information, best practices, and emerging technologies.
- Send us your Pilot Project ideas
- View Pilot Project summaries
- Visit the Clearinghouse

Navy Links

U.S. Navy Website
U.S. Marine Corps Website
DON Chief Information Officer
NavyJobs

Applying eBusiness Solutions throughout the Navy and Marine Corps

This is an Official U.S. Navy Web Site
Government Information Locator Service (GILS) #47015

To report problems, please contact the NAVSISA Consolidated Legacy HelpDesk toll-free at: 1-866-562-3121 or DSN 430-6122.

Privacy and Security Notice

Last Updated: 17 DEC 03

Quick Links

Cards
- Smart Card/CAC Program
- Fleet Card Program
- Purchase Card Program
- Travel Card Program

Training
- Purchase Card Training
- Travel Card Training

Pilots
- Submit a Pilot Project

What's New

DON eBusiness Operations Office-Sponsored Pilot a Grand Prize Winner
14 JAN 04

PACOM Biometric Physical Access Control Opportunity Analysis
16 DEC 03

Purchase Card Program

Contact Purchase Card

Overview | Audits | Bank Guidance | Metrics | Policy | Training

The Purchase Card Program streamlines purchase and payment systems for the Department of the Navy (DON), and provides an automated card management, reconciliation, and payment tool.

Program Announcements

GSA 2004 SmartPay Conference

Submit a suggestion for enhancements to CitiDirect.

Quick Links

Cards
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- Fleet Card Program
- Purchase Card Program
- Travel Card Program

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- Travel Card Training

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16 DEC 03

Purchase Card Program

Contact Purchase Card

Overview | Audits | Bank Guidance | **Metrics** | Policy | Training

Reports

Delinquency Billing Cycle Report, 24 FEB 04

GSA Government Charge Card Performance Summary

Forms

Delinquency Response Format

Purchase Card Graphs

The Purchase Card Graphs provide key statistics regarding Department of the Navy (DON) program operations including charge volume, transaction volume, number of card accounts, average credit limit compared to average spending and other data elements. Data is available by Major Claimant for each monthly billing cycle.

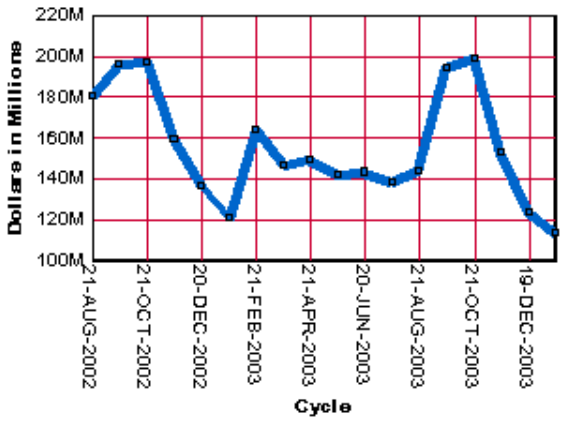
Please note: if you have any difficulties viewing the graphs please call the Help Desk (Comm) 1-866-562-3121 or (DSN) 430-6122 and refer them to the eBusiness website.

Click here to launch Purchase Card graphs

Purchase Card Metrics

Total Dollar Volume | Total Transactions | Total Cardholder Accounts | Avg Spending vs Avg Credit Limit

DON - Total Dollar Volume



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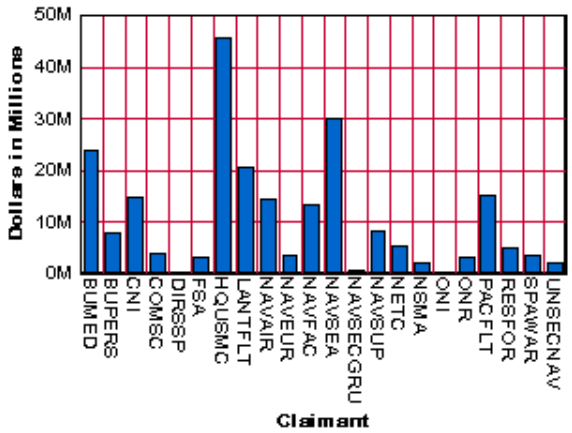
View Worksheet

Major Claimant - Total Dollar Volume (Cycle)



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Exit Preferences Help

- DON - Total Dollar Volume
- DON - Total Transactions
- DON - Avg Spending vs Avg Credit Limit per Active Card
- DON - Total Cardholder Accounts
- Major Claimant - Total Transactions (Cycle)
- Major Claimant - Total Dollar Volume (Cycle)
- Major Claimant - Total Cardholders Accounts (Cycle)
- Major Claimant - Percent 30+ Day Delinquent (Cycle)

Connections > Workbooks > DISCOVERER_ADMIN.Purchase Card Metrics (Graphs on site) - Major Claimant - Total Dollar Volume (Cycle)

DISCOVERER_ADMIN.Purchase Card Metrics (Graphs on site) - *Major Claimant - Total Dollar Volume (Cycle)*

Query Progress (00:00:00)

- ✓ Predicting Run Time (00:00:10)
- Running Query
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- Complete

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Worksheets
DON - Total Dollar Volume
DON - Total Transactions
DON - Avg Spending vs Avg Credit Limit per Active Card
DON - Total Cardholder Accounts
Major Claimant - Total Transactions (Cycle)
Major Claimant - Total Dollar Volume (Cycle)
Major Claimant - Total Cardholders Accounts (Cycle)
Major Claimant - Percent 30+ Day Delinquent (Cycle)

DISCOVERER_ADMIN.Purchase Card Metrics (Graphs on site) - *Major Claimant - Total Dollar Volume (Cycle)*

Rerun Query | Table Layout | Sort | Presentation Options | Export Data

Data

Hide Data

	Claimant	Total Dollar Volume
1	BUMED	$24,020,899
2	BUPERS	$7,890,644
3	CNI	$14,851,571
4	COMSC	$4,085,821
5	DIRSSP	$376,476
6	FSA	$3,418,803
7	HQUSMC	$45,693,566
8	LANTFLT	$20,687,703
9	NAVAIR	$14,519,527
10	NAVEUR	$3,757,694
11	NAVFAC	$13,265,366
12	NAVSEA	$30,087,562
13	NAVSECGRU	$610,641
14	NAVSUP	$8,184,500
15	NETC	$5,546,933
16	NSMA	$2,011,389
17	ONI	$284,237
18	ONR	$3,254,331
19	PACFLT	$15,029,811
20	RESFOR	$4,891,823
21	SPAWAR	$3,563,741

- Overview
- Agency Information
- Business Interest
- Contract Guides
- In the News
- Performance Summary
- **Charge Card Performance Summary**
- Publications and Presentations

Gov't Charge Cards

Charge Card Performance Summary

The following Charge Card data is provided for informational purposes only and should not be used to calculate agency refunds, basis points or usage of GSA SmartPay? cards by agency personnel. Data herein has been provided by the respective banks and is subject to verification as to accuracy. Please call your GSA SmartPay? point of contact if you have questions.

- Charge Card Performance Summary -Fleet Card
- Executive Summary
- GSA SmartPay Fleet Card Statistics
- GSA SmartPay Purchase Card Statistics
- GSA SmartPay Travel Card Statistics

Charge Card Performance Summary -Fleet Card

Doc ID	Name	Format	Size	Publish Date
	FY 03 Sales, Transactions and Cardholder Data	Excel	57k	
	FY 98 Sales, Transactions and Cardholder Data	Word	22k	
	FY 99 Sales,Transactions and Cardholder Data	Excel	32k	

CONTACTS

Services Acquisition Center
(703)305-6658
fss.services@gsa.gov
View Contact Details
Organization Page

National Customer Service Center (NCSC)
(800) 488-3111
Fax (816) 926-6952
NCSCcustomer.service@gsa.gov
View Contact Details
Organization Page

USING GSA

Purchase Card
GSA SmartPay

GSA SmartPay Purchase Card Statistics

Doc ID	Name	Format	Size	Publish Date
	FY 2004 Sales, Transactions and Cardholder Data	Excel	83k	
	FY 2003 Sales, Transactions and Cardholder Data	Excel	87k	
	Fiscal Year Growth	Word	20k	
	Purchase Card Trends	Excel	14k	
	FY 2002 Top Ten Merchants, Categories and Sales	Excel	17k	
	FY 2002 Sales for Computer Related Merchants Categories	Excel	16k	
	FY 2002 Sales, Transactions and Cardholder Data	Excel	83k	
	FY 2001 Sales, Transaction and Cardholder Data	Excel	83k	
	FY 2001 Sales for Computer Related Merchants Categories	Excel	20k	
	FY 2001 Top Ten Merchants, Categories and Sales	Excel	17k	
	FY 2003 Sales for Computer Related Merchant Categories	Excel	17k	
	FY 2003 Top 10 Merchants, Categories and Sales	Excel	17k	
	FY 2000 Sales, Transaction and Cardholder Data	Excel	79k	
	FY 2000 Top Ten	Excel	17k	

A30 = DoD Navy

	A	B	C	D	E	F	G
1	***GSA-SMARTPAY - PURCHASE SALES***						
2	***Fiscal Year 2004***		***Oct-03***	***Nov-03***	***Dec-03***	***Jan-04***	***Feb-04***
3	Agency for International Developm	CIT	$924,998.27	$533,179.02	$693,463.49	$614,539.26	
4	Appalachian Regional Commission	CIT	$13,818.10	$21,255.23	$10,456.81	$17,139.69	
5	Consumer Product Safety Committe	BOA	$46,900.01	$49,263.15	$37,086.70	$38,445.27	
6	Corporation for National Service	BOA	$72,497.24	$62,925.78	$49,798.75	$45,792.70	
7	DC Government Office of Chief Fin	US	$1,181,383.08	$342,583.61	$328,011.84	$407,199.32	
8	Department of Agriculture	BOA	$52,490,452.22	$32,558,889.46	$28,737,300.70	$26,446,991.56	
9	Department of Commerce	CIT	$11,078,264.43	$8,215,931.15	$8,246,264.80	$9,048,300.28	
10	Department of Education	BOA	$225,973.64	$187,722.29	$188,927.88	$207,648.51	
11	Department of Energy	BOA	$10,591,700.72	$7,620,855.70	$8,233,322.80	$8,038,923.13	
12	Department. Energy-Bonneville Con	CIT	$780,361.06	$663,662.21	$659,971.39	$580,312.55	
13	Department of Health Human Servic	US	$33,430,184.82	$26,606,132.64	$27,312,106.04	$27,623,661.59	
14	Department of Homeland Security	US		$4,822,796.38	$19,384,524.91	$28,293,803.20	
15	DHS-Immigration and Naturalizatior	B1	$7,031,965.00	$4,747,349.00	$442,748.00	$0.00	
16	Department of Housing Urban Dev	B1	$645,060.00	$319,503.00	$430,229.00	$362,680.00	
17	Department of Interior	BOA	$55,434,986.04	$40,642,859.30	$34,857,807.80	$35,953,117.32	
18	Department of Justice	B1	$54,711,741.00	$38,370,111.00	$39,040,171.00	$40,516,826.00	
19	Department of Justice/ATF	BOA	$1,992,555.66	$1,465,831.98	$1,482,283.08	$1,422,513.39	
20	Department of Labor	CIT	$1,521,212.48	$1,150,291.67	$1,104,623.80	$1,055,441.37	
21	Department of State	CIT	$7,398,860.02	$4,035,288.47	$4,019,850.22	$3,920,172.17	
22	Department of State/BBG/IBB	CIT	$755,803.51	$677,072.03	$420,467.65	$419,871.06	
23	Department of Transportation	BOA	$32,466,861.92	$26,003,803.49	$12,953,461.06	$11,524,463.10	
24	Department of Treasury	CIT	$12,851,359.71	$9,122,591.61	$7,649,287.93	$6,957,209.19	
25	Department of Veterans Administrat	CIT	$170,478,514.63	$137,404,038.22	$147,155,224.62	$148,899,618.23	
26	Department of Veterans Prime Ven	CIT	$282,864,302.06	$258,392,274.04	$296,712,016.41	$316,380,133.29	
27	DoD Air Force	US	$175,129,705.76	$103,476,451.13	$102,389,773.18	$107,882,669.69	
28	DoD Army	US	$265,173,335.33	$234,652,488.47	$248,243,442.41	$239,327,346.92	
29	DoD Defense	US	$61,887,197.78	$46,345,452.54	$44,322,768.41	$39,348,045.40	
30	DoD Navy	CIT	$169,808,247.30	$126,654,849.19	$123,838,154.87	$124,571,224.24	
31	Environment Protection Agency	BOA	$2,533,101.57	$1,946,324.04	$2,105,914.14	$2,237,565.10	
32	Equal Employ Opportunity Comm	BOA	$813,443.86	$544,313.86	$546,036.37	$368,001.13	
33	Exec Ofc of President	US	$224,582.20	$234,712.96	$159,390.22	$268,672.73	

Purchase Sales FY04 | Purchase Transactions FY04 | Purchase Cardholders FY 04

Purchase Card Program Metrics
Monthly Health Report
NAVSUP – July 2003

Cardholders (% DON)

3%

Average FY02 Throughput (% DON$)

13%

FY02 Transaction Dollars	$248,165,700
FY02#Transactions	389,781
FY03 Transaction Dollars	$108,092,606
FY03#Transactions	197,484

Electronic Certification Status

USMC Activities (HL5) with manually certifying AOs: 324 out of 366

	Annualized Volume	Percent
Total Automated	$694,023	1.2%
Manual	$58,054,559	98.8%

Span of Control

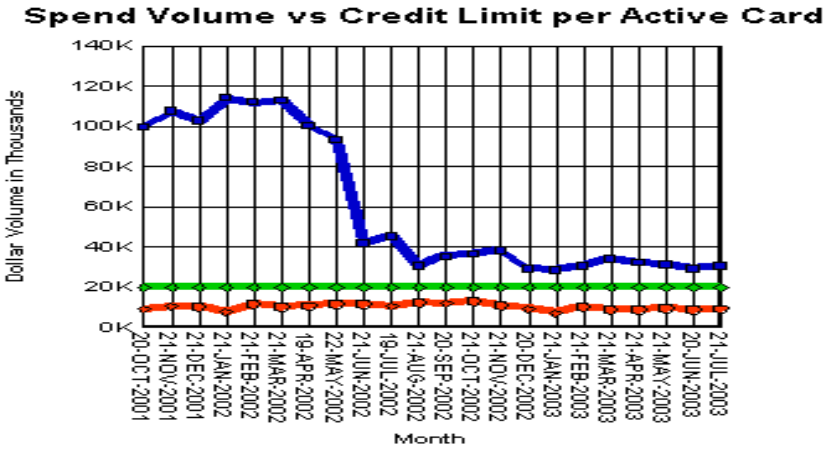
Authorizing Official/Cardholder (7:1)

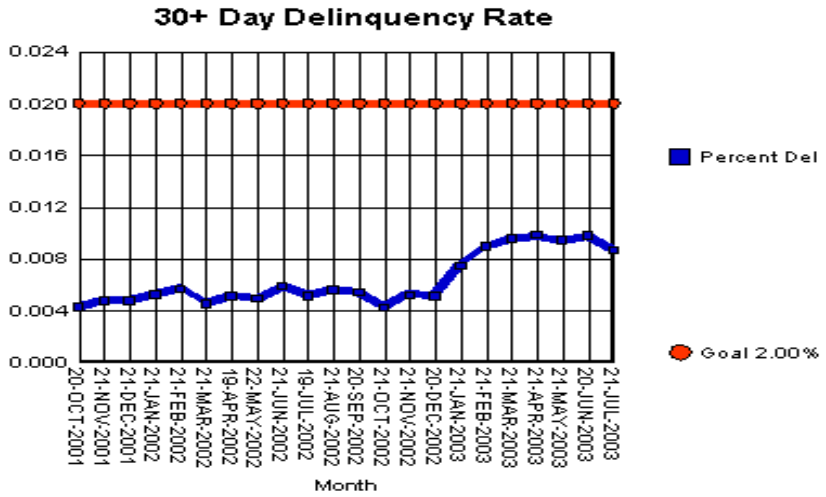
Agency Program Coordinator/Cardholder (300:1)

Separation of Function

(AO may not be a Cardholder)

Purchase Card Program Metrics
Monthly Health Report
NAVSUP – July 2003





Inspections/Audits – NAVSUP

- Source: No NAVSUP audits scheduled at this time
  Subject:
  Date:
  Sites:

Inspections/Audits – DON

- GAO testimony delivered – 15 April 2003
- DODIG

Outstanding issues:

- Electronic Certification
- Training

Bottom line: **On-track**